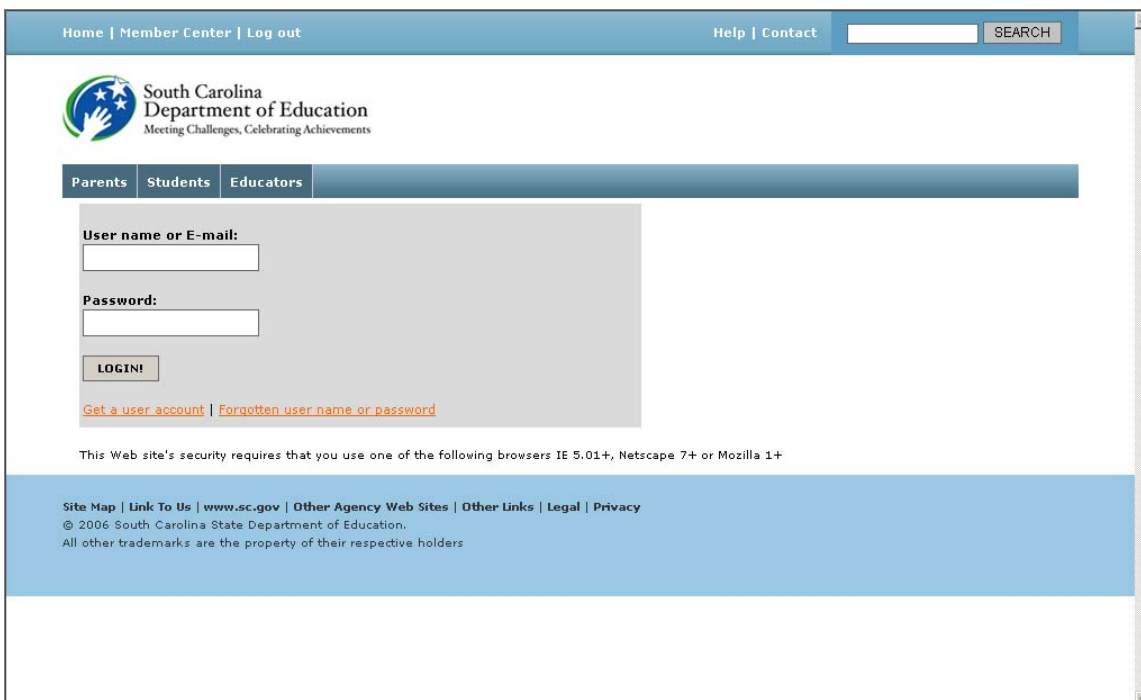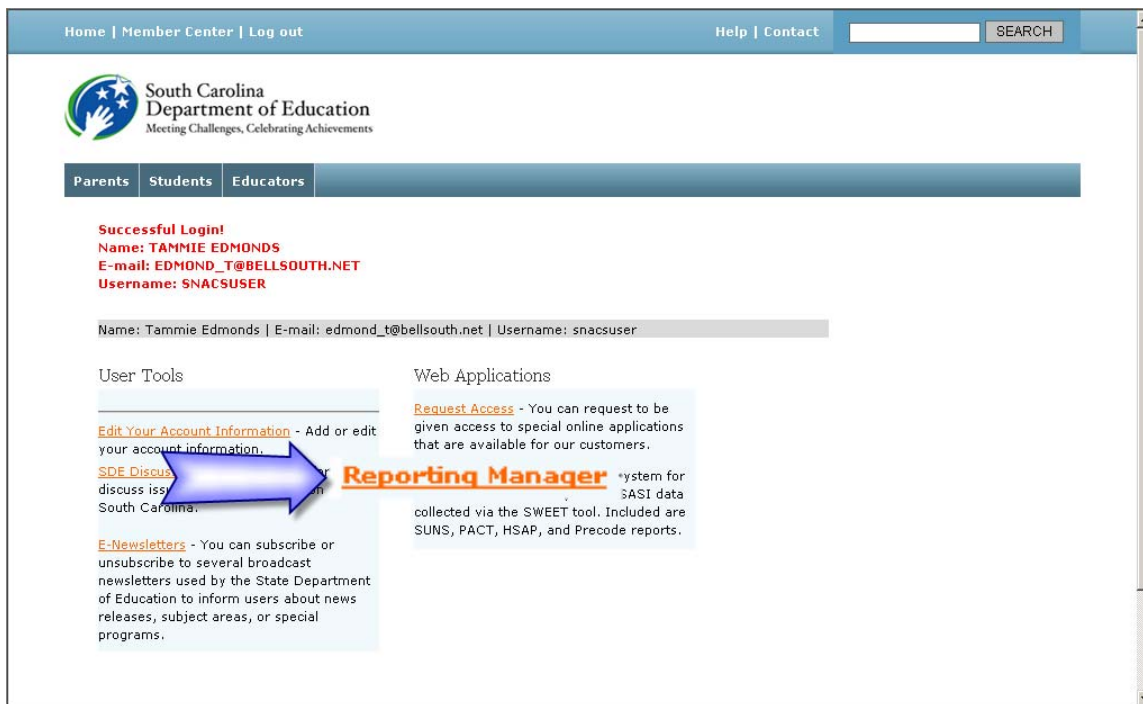# How to access the R-A History Report

1. Open your browser and go to the website www.ed.sc.gov.
   The Department of Education's website will be displayed.
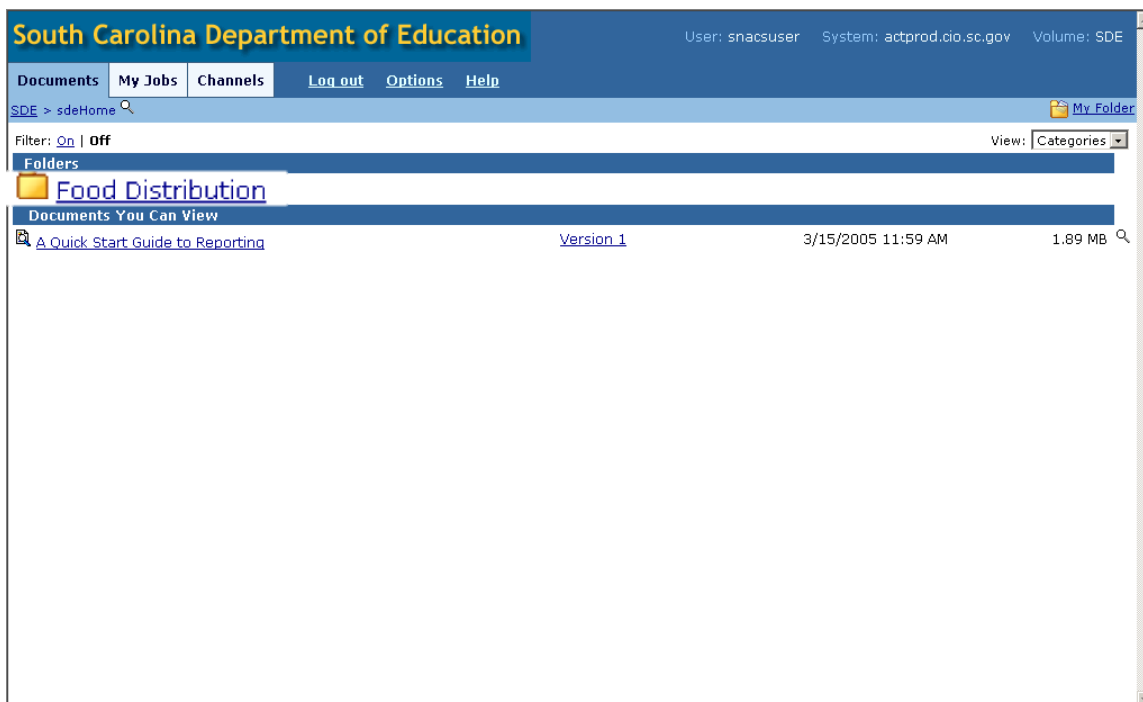

2. Look at the top middle of the screen and click on the word "Login".
   The login screen will display.


3. Type in your username and password.

4. Click on the "Reporting Manager" link in the middle of the screen.
   The Reporting Manager screen will be displayed.

Under the heading "Documents You Can View", is "A Quick Start Guide to Reporting.
This is a short tutorial on how to view and navigate the report.

5. Under the heading "Folders", Click on the "Food Distribution" link.

📊 **RA History Detail and Summary**   Version 1   8/21/2006 10:58 AM   481 🔍
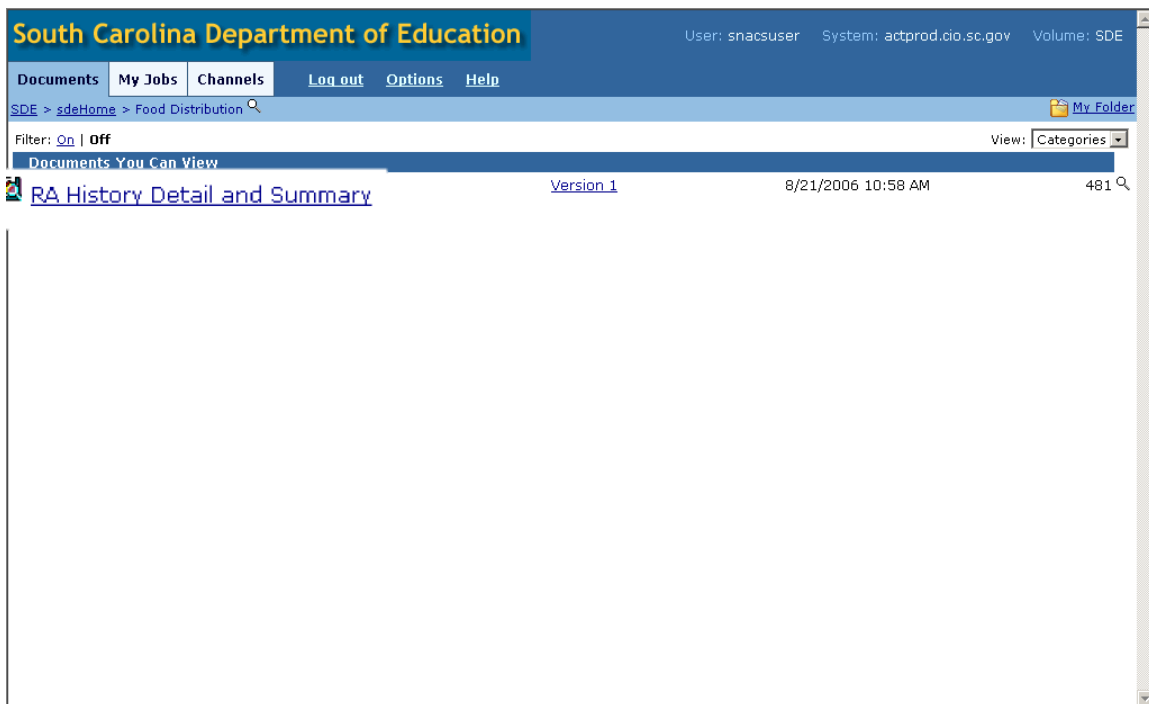
6. Click on the link "RA History Detail and Summary" under the heading "Documents You Can View".

S.C. Dept. of Education - Office of School Food Services and Nutrition
Food Distribution
R-A History Report

Recipient Agency: Total Meals: 1,473,952   ADP: 7,763

Commodity Description	Comm Code	D/O Nbr	Unit Price	Actual/ Estimate	Qty	Group A Expenditure	Group B Expenditure	Group C Value	Approx Ship Date	Whs
CHICKEN FAJITA MEAT	A563	I01S	50.3040	A	70	3,521.28			08/01-15	08/
POTATOES OVEN 6/5# CS	A210	I02T	12.0690	A	150	1,810.35			08/01-15	08/
BEEF BULK 40	A608	I003	56.0400	A	70	3,922.80			08/01-15	08/
BONELESS PORK PICNIC-60	A632	PIER	0.8168	A	2,180	1,780.62			08/01-15	08/
EGGS WHOLE 6/5# CTN	A568	I01S	15.4080	A	40	616.32			08/01-15	08/
TURKEY ROASTS-RTC	A537	I02T	66.2178	A	76	5,032.55			08/01-15	08/
SHORTENING 12/3#	B720	I02T	25.8624	A	40		1,034.50		08/01-15	08/
PINEAPPLE TIDBITS	A443	I01S	28.0436	A	100	2,804.36			08/01-15	08/
PEANUT BUTTER S 6/5 LB.	B473	I01S	17.6190	A	40		704.76		08/01-15	07/
BEANS GREEN 10 6/#10 CA	A061	I001	11.7686	A	54	635.50			07/16-31	07/
POTATOES, ROUNDS 6/5# C	A204	I01S	11.4750	A	150	1,721.25			07/16-31	07/
LOW FAT SOYBEAN OIL 6/1	B664	I04T	25.9736	A	75		1,948.02		07/16-31	07/
CHEESE-BLEND, AM RD-FT	B119	SMU	1.6063	A	1,286		2,065.70		07/16-31	07/
PEAS 6/#10	A140	I02T	14.0975	A	100	1,409.75			07/16-31	07/
CHEESE SLICED YELLOW PR	B065	I01S	48.6300	A	70		3,404.10		07/01-15	07/
MOZZARELLA CHEESE, UNFR	B077	TONY	1.4300	A	936		1,338.48		07/01-15	07/
CHEDDAR RD-FAT SHREDDED	B027	I01S	56.7750	A	70		3,974.25		07/01-15	07/
CHEDDAR RD-FAT SHREDDED	B027	I06T	56.7750	A	50		2,838.75		11/01-15	
MOZZ LMPS SD 30	B037	BEYE	1.6574	A	990		1,640.83		08/01-15	

You should now be viewing the report. Refer to the "A Quick Start Guide to Reporting" document to learn how to navigate and print the report. Once you've finished viewing the report, click on the "X" next to the word "Help" at the top right corner of the report. Don't click on the top most right corner "X". That will close the browser and you would have to log back into the report. When you exit the report, the previous screen will be displayed. Click on the "Log Out" link at the top of the screen to log out of Reporting Manager.